



# CISD Board of Trustees

## Participation Request Form

Trustees of the Channelview Independent School District welcome and encourage public participation and attendance at their meetings. At all meetings, the Board shall allot time to hear persons who desire to make comments to the Board or speak on a specific agenda item. Citizens who desire to speak at the meeting shall sign up with the presiding officer or designee before the meeting begins and shall indicate the topic or agenda item about which they wish to speak upon in detail.

Please complete the form located in the lobby of the boardroom. Your Public Comment form must be submitted to the recording secretary at a minimum of 10 minutes prior to the beginning of the meeting.

Please refrain from using names of students, staff and trustees in the request. The Board President will recognize individuals who have submitted this form to speak during the Public Comments and/or Presentations portion of the agenda. At special called meetings and workshops, we will confine public comments to agenda items. We will continue the District's longstanding practice of public comments at our regularly called meetings that extend beyond items on the agenda.

The Board may not deliberate or take action on any subject discussed during the public comments section that is not on the agenda. The Board President reserves the right to deny an individual's request to speak before the board if he/she determines that the request could be more appropriately addressed through other administrative procedures, is covered by other District policy, violates District policies or these procedures, or that the individual making the request has exhausted the topic during previous Board meetings.

We appreciate your attendance and for your efforts in helping us make the best use of our time by conducting an orderly meeting.

Sincerely,

Patrick Lacy  
Board President

**\* Required**

1. Name (Last Name, First Name) \*

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2. Email Address (personal email) \*

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3. Phone \*

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4. Topic of Public Comment or Comment on Agenda Item(s), please list \*

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Thank you for your participation in the Board of Trustee meetings  
and for your efforts in helping us make the best use of our time by  
conducting an orderly meeting.